



# **MONEY TRANSMITTER RENEWAL OF LICENSE AND ANNUAL REPORT**

## **INSTRUCTIONS**

1. Please respond completely to all questions on the form. If a question is inapplicable, you must so state on the form.
2. Questions pertaining to the completion of this report may be directed to the Money Transmitter Section of the Department of Financial Institutions at (615) 741-3186.
3. A complete report and supporting documents along with a check, draft, or money order payable to the "Tennessee Department of Financial Institutions for the renewal fee must be returned to the Department no later than April 15, 2006.
4. These materials may be mailed to:

Department of Financial Institutions  
Attention: Money Transmitter Section  
Suite 400, Nashville City Center  
511 Union Street  
Nashville, TN 37219

NAME AND ADDRESS OF BUSINESS:

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DESIGNATED CONTACT: \_\_\_\_\_

(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone)

Each licensed issuer is required to pay on or before April 15th or each year, a renewal fee based upon:

- (1) A licensee who transacts business from not more than an aggregate of four (4) locations, branch offices or agents in Tennessee - fifty dollars (\$50) for each.
- (2) A Licensee who transacts business from five (5) or more locations, branch offices, or agents in Tennessee - five hundred dollars (\$500) plus twelve dollars (\$12) for each in excess of five (5).

Determine your license fee according to the schedule which applies to your company:

(1) 1-4 locations ----- \$50.00 for each location:

\_\_\_\_\_ x \$50.00 = \_\_\_\_\_  
# of                      Total Fee  
locations

**OR**

(2) 5 or more locations ----- \$500.00 plus \$12.00 for each location in excess of five (5):

(a) 500.00

\_\_\_\_\_ x \$12.00 = (b) \_\_\_\_\_  
# of  
locations in                      =====  
excess of 5                      Total Fee (a + b)

## ANNUAL SALES REPORT FOR TENNESSEE

This report covers the period \_\_\_\_\_ through \_\_\_\_\_

	<u>MONEY ORDERS</u>	<u>TRAVELERS CHECKS</u>	<u>OTHER</u>
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1. Number of items sold:	_____	_____	_____
2. Dollar amount sold:	_____	_____	_____
3. Amount outstanding as of the end of the quarter:	_____	_____	_____

Additional documents and/or schedules which must be included:

- 1) A copy of the most recent audited unconsolidated annual financial statement (including balance sheet, statement of income or loss, statement of changes in shareholder's equity and statement of changes in financial position), except that a licensee may provide the most recent audited consolidated annual financial statement of the parent corporation if such statement includes the balance sheet, statement of income or loss, statement of changes in shareholder's equity and statement of changes of financial position of the licensee. A licensee who does not transmit money in this state through more than an aggregate of four locations may provide a financial statement certified by the owner or manager of such licensee.
- 2) A list of current agents and/or locations located in Tennessee. This information must correspond with the number used to compute your renewal fee.
- 3) A list of the licensee's permissible investments. Permissible investments are defined in T.C.A. 45-7-203(1 3) of the Tennessee Money Transmitter Act of 1994.
- 4) Notification of material litigation or litigation relating to money transmission.
- 5) Any material changes to any of the information submitted in your original application which have not been reported to the commissioner.
- 6) Please List Federal I.D. Number (E.I.N)
- 7) Evidence that the Surety Board or Letter of Credit has been renewed through April 15, 2006, pursuant to T.C.A. 45-7-208.

## CERTIFICATION

Having been duly sworn, and under penalties of perjury, I do declare that I am authorized to file the enclosed reports and application and that the statements and representations set forth therein are true to the best of my knowledge and belief. I understand that omissions or inaccuracies may result in denial of the LICENSE RENEWAL APPLICATION.

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SIGNATURE

DATE

STATE OF \_\_\_\_\_,

SS

COUNTY OF \_\_\_\_\_,

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me,  
a Notary Public in and for said County personally appeared \_\_\_\_\_  
known to me to be said person named in and who executed the foregoing application and made  
oath that the statements and representations set forth herein are true to the best of his/her  
knowledge and belief.

(NOTARY SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES